

How do I register an entity in Dun and Bradstreet (DUNS)?

To register an entity in DUNS, follow these steps:

1. Via the internet at <http://fedgov.dnb.com/webform> or if the contractor does not have internet access, it may call Dun and Bradstreet at 1-866-705-5711 if located within the United States; or
2. If located outside the United States, by contacting the local Dun and Bradstreet office. The contractor should indicate that it is a contractor for a U.S. Government contract when contacting the local Dun and Bradstreet office.

The Contractor should be prepared to provide the following information:

1. Company legal business name.
2. Trade style, doing business, or other name by which your entity is commonly recognized.
3. Company physical street address, city, state and Zip Code.
4. Company mailing address, city, state and Zip Code (if separate from physical).
5. Company telephone number.
6. Date the company was started.
7. Number of employees at your location.
8. Chief executive officer/key manager.
9. Line of business (industry).
10. Company Headquarters name and address (reporting relationship within your entity).

To complete your registration, you will need to determine your Standard Industrial Classification (SIC) number. The SIC manual can be accessed at https://www.osha.gov/pls/imis/sic_manual.html